

## Concord Middle School Building Committee

### OPM Subcommittee

#### Meeting Minutes

August 14, 2019

**PRESENT:** Frank Cannon, Dawn Guarriello, Kate Hanley, Laurie Hunter, Jared Stanton

#### **Call to Order**

Ms. Guarriello called the meeting to order at 8:27 AM in Conference Room 4 of the Ripley Building.

#### **Discussion of OPM Interview Process**

Ms. Guarriello stated that they would be conducting the 5 interviews approximately every hour until the early afternoon. Mr. Stanton stated that each firm had about a 30 minute presentation and would be highlighting the 11 points included in the bid. Ms. Guarriello stated that if they had any further questions or needed additional information, they could address this in the Q & A after each presentation.

#### **Interview of OPM Candidates:**

The subcommittee interviewed the 5 candidates: NV5, Hill International, Colliers International, Anser Advisory, and Dore and Whittier.

#### **Discussion and Recommendation of Finalist**

Dr. Hunter noted how strong the pool of candidates was. The subcommittee discussed the strengths of each firm.

A motion was made by Mr. Cannon, seconded by Mr. Stanton, to recommend Hill International as the number 1 OPM firm to the Concord Middle School Building Committee. The motion was unanimously approved.

A motion was made by Mr. Stanton, seconded by Ms. Hanley, to name Colliers International as the number 2 ranked OPM firm being recommended to the Concord Middle School Building Committee. The motion was unanimously approved.

A motion was made by Mr. Cannon, seconded by Mr. Stanton, to name Dore and Whitter as the number 3 ranked OPM firm being recommended to the Concord Middle School Building Committee. The motion was unanimously approved.

A motion was made by Dr. Hunter, seconded by Mr. Cannon, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 1:57 PM.

Respectfully Submitted,

Erin Higgins

Recording Secretary

Approved: 9.19.19